

Kristine L. Doran, CPA

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Summary Certified Public Accountant, licensed in Michigan. Controller for wholesale and manufacturing plants for Marine Industry. Experienced non-profit professional with 25+ years accounting, payroll, and management experience combined with extensive cash management, budget, and audit preparation experience. Strengths include implementation of internal controls, audit management, agency planning, stakeholder relations and technical skills, team leadership and staff mentoring.

Experience **Controller**, Inland Plywood Company, Pontiac, MI & Cocoa, FL, 2014-Present

- Financial reporting for 2 subsidiaries of Patrick Industries, including all account recs, cash reporting, flex analysis. \$100 million + annual sales.
- Prepares annual plan, quarterly revisions, new project budgets.
- Critically analyzes new manufacturing projects.
- Established written Accounting procedures aligned with best business practices.
- Analysis of costs and implementing cost saving programs.
- Responsible for all Human Resource duties, including employee hire/termination paperwork, employee insurance benefit administration, and SEP compliance.
- Evaluate and recommend benefit packages in-line with company values.
- Prepared all due diligence documents and was instrumental in the sale and closing statements between Inland Plywood and Patrick Industries, 2020.
- Platforms used include Accountmate, AX, Tagetik, BlackLine, OneStream, ADP.

Director of Finance, New Horizons Rehabilitation Svcs, Inc., Auburn Hills, MI, 2006-2014

- Direct the financial operations for a private, not-for-profit organization with responsibility for budget preparation and monitoring, financial statement preparation and analysis, cash management, grant reporting, and annual IRS 990 & 5500 preparation.
- Manage unqualified annual audit opinions and prepare monthly financial reports for President, Audit & Finance committee, and Board of Directors.
- Supervise and train accounting personnel and other agency staff on accounting policies.
- Maintain financial compliance with IRS, State of Michigan, CARF.
- Analyze and make recommendations for employee benefits including health insurance, life insurance, 403b plan, commercial agency insurance and all agency contracts.
- Member of the agency Corporate Compliance committee, Audit & Finance committee, Personnel committee, and Strategic Planning committee.
- Supervise and Mentor accounting staff. Direct IT vendor relationship.
- Established internal Website (SharePoint) for agency to provide access to electronic policies, procedures, information, and various agency forms.
- Responsible for consistent improvement and implementation of internal software systems. Including, HR, Accounting, Consumer Payroll, and Donor Tracking.
- Agency liaison for Auburn Hills Chamber of Commerce and Leadership Oakland.

Adjunct Faculty, Baker College of Auburn Hills, Auburn Hills, MI, 2006-2016

- Instruct students in Accounting based classes, including Fundamentals of Accounting II (ACC122), Intermediate Accounting(ACC301, ACC302), Governmental Accounting(ACC431B), and Advanced Accounting(ACC441).
- Writes syllabi and assessments for classes, using varied assessments in each course to appeal to the different learning styles of students.
- Follows philosophy of Baker College regarding Student Learning.

- Developed and reviewed new Accounting curriculum for Intermediate Accounting I, II, III, Governmental & Nonprofit Accounting, and Payroll Accounting.
- Assess student's ability to learn material.
- Mentor, coach and teach students.
- Utilizes BlackBoard for class assignments, group work and communication with Students.

Director of Finance, Crossroads for Youth, Oxford, MI, 2000-2006

- Direct the financial operations for a private, not-for-profit organization with responsibility for budget preparation and monitoring, financial statement preparation and analysis, cash management, grant reporting, and annual IRS 990 preparation.
- Manage 5 consecutive unqualified annual audit opinions and prepare monthly financial reports for President, finance committee, and Board of Directors.
- Supervise and train accounting personnel and other agency staff on accounting policies.
- Maintain financial compliance with IRS, State of Michigan, Department of Education (Breakfast/Lunch and SFSP), and Council on Accreditation (COA) standards.
- Analyze and make recommendations for employee benefits including health insurance, life insurance, 403b plan, commercial agency insurance and all agency contracts.
- Write and implement organizational accounting policies and procedures to strengthen and monitor internal controls.
- System Administrator for agency LAN (Microsoft Server 2000 platform).
- Create and maintain professional relationships with vendors and assist with grant writing/proposals, fundraising, special events.
- Safety Committee chair, member of executive team, finance committee.

Education Baker College Center of Graduate Studies, Flint, MI
 Master of Business Administration, Concentration: Leadership Studies
 Walsh College, Troy, MI
 Bachelor of Business Administration

Affiliations InCompass (MARO) – Leadership Academy, 2011-Present
 Presenter of Finance and Accounting Session for Nonprofit Human Service Agencies
 MARO – Leadership Academy 2011 - 2015
 Mentor for Leadership Academy participants
 PNC “Women Who Achieve”
 Featured October – December 2011, PNC Web article
 Graduate, Leadership Oakland LOXV